Name Period November 28, 2012

LETTERS FOR CHANGE: IMMERSION

(business letters)

DIRECTIONS: After you’ve read the six sample letters, choose the one you liked best and answer these questions about that one. If you don’t finish in class this is homework. Don’t worry, I posted these letters on the HW wiki, so you can download them to finish this at home.

1. Whose letter did you pick? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Explain why:

2. What is the purpose of this letter? Why did he or she write it?

3. Who is the audience for this letter and why?

4. What are three things that make this a good letter?

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. .\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. What does this writer do to make his/her letter persuasive?

On the back of this sheet, do the following:

1. **Write a 2-3 sentence summary.**
2. **Write 2-3 sentences, giving your opinion-Why was this letter interesting to read?**